



Install **Invoice Manager**
from **Microsoft Store**
to generate **PDF invoice**



Date Picker
adds a **calendar**
to date cells



Formula Manager
Find, update, analyze, import and export
Excel formulas and defined names

Password Remover
for Excel 



Making
Flowchart is easy now



Create **PDF files** at any
size

Blank Sales Invoicing Sample (Two-tax, Long Description)

BoostExcel.com

Template#: c2023

Title: Blank Sales Invoicing Sample (Two-tax, Long Description)

Category: [Sales](#)

Download this template in Excel format: [Click here](#)

Scroll down to find the PDF invoice on the next page.



Sales Business Name Here

Street Address

City, ST ZIP Code

Phone Number, Web Address, etc.

SALES INVOICE

DATE:

INVOICE #:

CUSTOMER#:

BILL TO		SHIP TO	
Name		Name	
Address		Address	
City, State ZIP		City, State ZIP	
Country		Country	
Email		Contact	
Phone			

P.O. #	Sales Rep. Name	Terms	Due Date

Description	Amount

SUBTOTAL		-
TAX1	6.00%	-
TAX2	7.00%	-
SHIPPING & HANDLING		-
TOTAL		-
PAID		-
TOTAL DUE		-

THANK YOU FOR YOUR BUSINESS